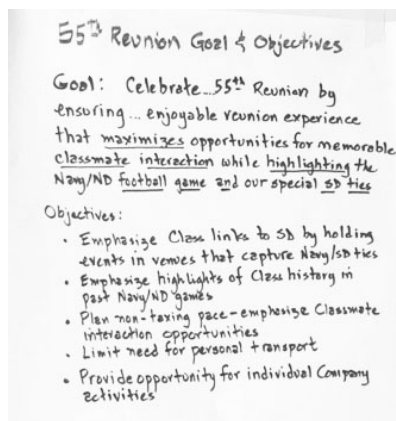


USNA Class of 1963 55th Reunion Planning Committee

Minutes of the Committee Meeting – 8 February 2017

Attendees: Twenty members of the 55th Reunion Planning Committee were present in a club house conference room hosted by Alan McAnally. (See attached photo.) Phillip Marsden called the meeting to order and introduced the meeting agenda which included an update to our event planning for the three major reunion Class events – Dinner, Memorial Service and Lunch. Phillip reminded the attendees that there are 20 months until the reunion.

Background: Planning for these events to date has been performed by the three event specific sub-committees. Additional briefings were provided by the Treasurer, Lee Cargill, and Dave Meyers (Transportation). Our reunion Goal/Objectives and the draft reunion event schedule are shown below.



WEDS	THURS	FRI	SAT	SUN
REGISTER?	GOLF? REGISTER	MEM SVC	(TBD) AWARD TAGGATE	DEPART
RECEPTION?		CLASS LUNCH/ MEETING SUPE TALK?	NAN/ND	
	CLASS DINNER	COMPANY EVENTS		

Transportation: One of our reunion objectives is to minimize the need for personal transportation to/from events. Dave Meyers provided an overview of his detailed analysis of transportation options. (See attached.) The Committee's consensus is that transportation for classmates/spouses to/from all Class events should be provided as needed.

Bottom line: providing full bus transportation to/from all events would cost approximately \$40pp. This cost would be folded into the registration fee.

Action Item: Investigate option of shuttle van rather than buses to/from the Marriott Hotel to the Midway dinner in order to reduce overall transportation costs. (Dave)

Action Item: Investigate option of providing a shuttle bus service to/from the Marriott and Double Tree Hotels to Mt Soledad on Friday PM and Sat AM. (Dave)

Action Item: Determine what capability there is to provide transportation for classmates with special mobility challenges. (Dave)

Action Item: Determine the extent of the Marriott's policy of \$10 on-site parking for Classmates attending reunion events. Does this apply to events not held at the hotel? (John Ryan)

Event Planning Status Reports

- **Class Dinner:** Jim Fontana provided a summary of details for the Class reception and dinner on the Midway. (See attached.) Highlights include:
 - The whole ship is ours from 1800 to ~2200

- Reception on the flight deck will start at sunset which should provide beautiful views of the city.
- Three options for dinner on the hanger deck were discussed. The Committee favored the food station option and endorsed the “Ports of Call” theme. This will promote opportunities for Classmates to interact in a non-structured way like at the 45th and Mid-term Reunions. (Note: promotes one of our reunion objectives.)
- California casual will be the uniform of the day
- Cost ceiling for dinner was set at \$125pp

Action Item Determine if/how special food needs can be met with the food station option. (Jim)

- **Memorial Service:** Alan McAnally presented an overview of the planning to date on the Memorial Service at the Fort Rosecrans Cemetery. (See attached.) The location of the service is spectacular. Some highlights:
 - Many of the costs have been identified and total about \$10-\$13pp. This cost would be folded into the registration fee.
 - Weather will be a concern and the location of a contingency venue will be explored.
 - The service will be non-denominational
 - A printed program will contain all the names of our deceased classmates
 - A team will be tasked with drafting a design for the Class plaque

Action Item: Alan needs some Committee members to volunteer to help him with planning this event. (Committee)

- **Class Lunch:** Marirose Kozak summarized the planning to date on the Class Lunch at the Adm Kidd Club. (See attached.) Highlights include:
 - Lunch will be served to Classmates at open seating tables. Menu TBD
 - Our Class President will attempt to get the new Superintendant or Commandant to address the Class.
 - The Director of the CAE may also be on the program.
 - Committee discussed the possibility of using the lunch program as an opportunity to recognize:
 - The Reunion Committee
 - Adm Minter, our honorary classmate, Adm Fitzpatrick and others from our tenure by the Severn
 - Cost will be less than \$40pp
- **Treasurer Report:** Lee Cargill gave a quick summary of our finances. Our \$10,000 loan from the Class has covered all of our expenses to date with no real problems foreseen. The Class dinner, lunch, golf, tailgate and football game will be pay-as-you-go. Registration fee will cover cost for the memorial service, transportation, hospitality suite and miscellaneous expenses. We hope to keep the registration fee in line with previous reunions of \$60-\$70pp.

• **Status of Outstanding Action Items:**

Action Item: Research options for installing a Class Memorial Plaque at Mt Soledad War Memorial and how it might be included in the Reunion event schedule. (Alan McAnally) **Completed.**

Action Item: With the understanding that the Class luncheon program is a Class responsibility, determine from the Class officers what degree of participation they wish to have, if any, at the Class Dinner and Class Memorial Service. (Leadership Team) **Completed**

Action Item: Provide a general overview of transportation costs at the next Committee meeting (Dave Meyers) **Completed**

Action Item: Research flight times from various parts of the US to give us some data on the travel challenges that some classmates may face. (John Pfeiffer) **Completed**

Action Item: Prepare a 55th Reunion planning status report for posting to our Class and our Class website. (Phillip) **Completed**

Action Item: Determine if the Class officers are willing to consider the cost of the plaque to be a Class as opposed to a Reunion expense. (Leadership Team) **Deferred.** In general this is clearly a Class expense. We will look at this more closely as we assemble our reunion cost budgets.

Reunion Planning Committee Structure: The following is the current structure and membership of the 55th Reunion Planning Committee. (Head of a sub-committee is shown by *.) Note: some minor changes have been made by request and by fiat.

Leadership Team: Chuck Stone (Emeritus), Marirose Kozak, Alan McAnally, John Ryan, Jim Fontana, Lee & Sue Cargill, (John-Rex Spivey '13), Phillip Marsden

Deputy/Secretary: Phillip Marsden

Bowl Game Association Liaison Team: John Ryan, Phillip Marsden

Navy/Notre Dame Liaison: Ron Klemick*, Steve Hoy

Hotels: John Ryan*, Dave Meyers, Grant Telfer, Ron Wills, Marirose Kozak

Transportation: Dave Meyers*, John Ryan, Rich Wilson

Tailgate/Game Tickets: Jerry Harken*

Class Dinner: Jim Fontana*, Ted Krohne, Vern Von Sydow, Bill Hughes, Sue Cargill and Jerry Harkin

Class Memorial: Alan McAnally*, John Ryan, Phillip Marsden

Class Lunch: Marirose Kozak*, Dottie Hughes, Chuck Stone, Janet Gushue

Golf: Bill Hughes*

Comms: Leadership Team

Registration/Treasurer: Lee and Sue Cargill*, Jerry Harken

Hospitality/Admin: Grant Telfer*, Bob and Sue Easton, Marirose Kozak, Max and Edith Ricketts, Tim and Valerie Cook, John Ryan, Ron Wills, Lee and Sue Cargill

Bullpen: Jay Roberts, John Pfeiffer, Lee Tillotson,

Next Meeting: The next meeting of the 55th Reunion Planning Committee will be in April 2017.



55th Reunion Planning Committee Meeting 9 Feb 2017